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REMARKS: TO:	DIRECTOR CAS AMBASSADOR K	EY (Attn: IRKPATRICE	(Attn	A. Gers	son, 631-8	33,44)	
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THE WHITE HOUSE WASHINGTON

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RETURN TO:	Craig L. Full Assistant to for Cabinet 456–2823	the President	☐ Katherine Anderson ☐ Tom Gibson Associate Dired Office of Cabin 456–2800	ctor	irey erbolsheimer

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THE WHITE HOUSE WASHINGTON

July 19, 1984

MEMORANDUM FOR THE CABINET

FROM:

CRAIG L. FULLER

SUBJECT:

Media Coordination at the Republican Convention

During the upcoming Republican National Convention the networks will submit many interview requests to Cabinet members. You may have already received such requests for convention related appearances. We would like to coordinate these requests with you in order to enhance the network coverage of the Convention.

Please coordinate all convention related press requests that you receive with Jim Lake, Communications Director for Reagan-Bush '84. This includes general convention requests as well as Sunday news programs, morning and nightly news shows and any specials for the Convention. Your assistance in this effort will greatly facilitate our ability to work effectively with the networks.

As you know, Drew Lewis is assisting the Campaign with the Cabinet Surrogate Program. He will be in contact with you soon to discuss our press program in greater detail. Meanwhile, if you could immediately forward all requests that you receive or have received to date to Jim Lake's office (440 First Street, N.W., Washington, D.C., 20001), I would greatly appreciate it.